

CITY OF GRAND RAPIDS

*NOTICE OF MEETING
PLANNING COMMISSION*



CITY OF
GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

Meeting Agenda Full Detail

Thursday, May 3, 2018

4:00 PM

Council Chambers

Planning Commission

**COUNCIL CHAMBERS
CITY HALL - 420 N. Pokegama Ave.
Grand Rapids, MN 55744**

Call To Order**Call of Roll**

Setting of Agenda - This is an opportunity to approve the regular agenda as presented or add/delete an agenda item by a majority vote of the Commissioners present.

Approval of Minutes

18-0286 Approve the minutes of the April 5, 2018, 4:00 pm regular meeting.

Attachments: April 5, 2018 Meeting Minutes

General Business

18-0198 Consider the election of Planning Commission Officer's-Chairperson and Vice Chairperson/Secretary.

Attachments: Staff Report: Election of PC Officers (2018)

18-0288 Consider initiating the process to review and potentially update/amend the Zoning Ordinance in Sections which pertain to maximum building height in General Business zoning districts, and required off-street parking (minimum numbers).

Attachments: Staff Report: City Text Amendment Initiation

Public Input

Individuals may address the Planning Commission about any non public hearing item or any item not included on the Regular Meeting Agenda. Speakers are requested to come to the podium, state their name and address for the record and limit their remarks to three (3) minutes.

Miscellaneous\Updates**Adjourn**

*NEXT REGULAR PLANNING COMMISSION MEETING IS SCHEDULED FOR:
Thursday, June 7th, 2018*



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0286 **Version:** 1 **Name:** Approve the minutes of the April 5, 2018, 4:00 pm regular meeting.

Type: Minutes **Status:** Approval of Minutes

File created: 4/25/2018 **In control:** Planning Commission

On agenda: 5/3/2018 **Final action:**

Title: Approve the minutes of the April 5, 2018, 4:00 pm regular meeting.

Sponsors:

Indexes:

Code sections:

Attachments: [April 5, 2018 Meeting Minutes](#)

Date	Ver.	Action By	Action	Result
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Approve the minutes of the April 5, 2018, 4:00 pm regular meeting.

Background Information:

See attached draft meeting minutes.

Staff Recommendation:

Approve the minutes of the April 5, 2018, 4:00 pm regular meeting.



CITY OF GRAND RAPIDS

NOTICE OF MEETING
PLANNING COMMISSION

DRAFT

Minutes - Final Planning Commission

*COUNCIL CHAMBERS
CITY HALL - 420 N. Pokegama Ave.
Grand Rapids, MN 55744*

Thursday, April 5, 2018

4:00 PM

Council Chambers

Call To Order

Call of Roll

- Present** 6 - Commissioner Charles Burress, Chairperson Lester Kachinske, Commissioner Susan Lynch, Commissioner Michelle Toven, Commissioner Sue Zeige, and Commissioner Molly MacGregor
- Absent** 1 - Commissioner Mark Gothard

Setting of Agenda - This is an opportunity to approve the regular agenda as presented or add/delete an agenda item by a majority vote of the Commissioners present.

Motion by Commissioner Burress, second by Commissioner Lynch to approve the agenda as presented. The following voted in favor thereof: MacGregor, Lynch, Zeige, Burress, Kachinske, Toven. Opposed: None, passed unanimously.

Approval of Minutes

Approve the minutes of the February 1, 2018, 4:00 pm regular meeting.

Motion by Commissioner Zeige, second by Commissioner Lynch to approve the minutes of the February 1st, 2018 regular meeting. The following voted in favor thereof: Toven, Burress, Kachinske, Zeige, MacGregor, Lynch. Opposed: None, passed unanimously.

General Business

Consider a recommendation to the City Council regarding the rezoning of a 6-acre parcel of land from R-4 (Multiple-family Residential- high density) to GB (General Business).

Paul Bunyan Communications and property owner, Mr. Harley Edverson, filed an application for a Zoning Map Amendment with the City on March 16, 2018. The application requests the City's consideration of the rezoning of the following described property from its current R-4 (Multiple-family Residential- high density) designation to that of GB (General Business):

THAT PT OF E 440' OF W 880' OF NW NE LESS THAT PART LYING SOUTHEASTERLY OF THE FOLLOWING DESCRIBED LINE: COMM AT THE NW CORNER OF SAID NW NE; TH N 89 DEG 34' 08" E, ASSIGNED BEARING, ALG THE N LINE OF SAID NW NE, 880.13' TO THE E LINE OF THE W 880' OF SAID NW NE; TH S 01 DEG 24' 51" E, ALG SAID E LINE 317.26' TO POB OF THE LINE TO BE HEREIN DESC; TH S 37 DEG 13' 17" W 704.71' TO THE E LINE OF THE W 440' OF SAID NW NE & SAID DESC LINE THERE TERM, all in Section 33, Township 55N, Range 25W, Itasca County, Minnesota

The Zoning Map Amendment, if approved, would facilitate the purchase of the subject property by Paul Bunyan Communications, and ultimately the development of an office building for Paul Bunyan with an attached garage for the storage of technician vehicles.

Rob St. Clair of Bemidji Paul Bunyan described the project and the hopes that in the future they will be expanding their territory therefore creating more jobs.

Jeremiah Olson a planning student at BSU questioned why multi family housing would be preferred over the expansion of a business.

The Commissioners reviewed the considerations for the record.

1. **Will the change affect the character of neighborhoods?**
Why/Why not? No it will not affect the character of the neighborhood or cause a traffic burden.

2. **Would the change foster economic growth in the community?**
Why/Why not? Yes, it will add to the tax base.

3. **Would the proposed change be in keeping with the spirit and intent of the ordinance?**
Why/Why not? Yes, it is right next GB zoning already.

4. **Would the change be in the best interest of the general public?**
Why/Why not? Yes, the land is being put to good use by being developed for a local business.

5. **Would the change be consistent with the Comprehensive Plan?**
Why/Why not? Yes, it keeps orderly development occurring.

Motion by Commissioner Toven, second by Commissioner Burress that, based on the findings of fact presented here today, and in the public's best interest, the Planning Commission does hereby forward to the City Council a recommendation to approve the Zoning Map Amendment, as petitioned by Paul Bunyan Communications, and property owner, Mr. Harley Edverson, described within the Staff Report and as shown in the maps presented here today, from R-4 (Multiple-family Residential- high density) to GB (General Business);

With the considerations reviewed for the record by the Commissioners the following voted in favor thereof: Toven, Burress, Kachinske, Zeige, Lynch, MacGregor. Opposed: None, passed unanimously.

Consider the election of Planning Commission Officer's-Chairperson and Vice Chairperson/Secretary.

Motion by Commissioner MacGregor, second by Commissioner Burress to table the election of officers to the next regular meeting. The following voted in favor thereof: Lynch, MacGregor, Zeige, Kachinske, Burress, Toven. Opposed: None, passed unanimously.

Public Input

Miscellaneous\Updates

Open Meeting Law and Conflict of Interest Guidelines Review

City Attorney Sterle provided a overview of open meeting law and conflict of interest. If any of the Commissioners should have a question regarding either they should contact Mr. Sterle or staff.

Adjourn

Motion by Commissioner Zeige, second by Commissioner Lynch to adjourn the meeting at 4:34 p.m. The following voted in favor thereof: Toven, Burress, Kachinske, Zeige, Lynch, MacGregor. Opposed: None, passed unanimously.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0198 **Version:** 1 **Name:** Consider the election of Planning Commission Officer's-Chairperson and Vice Chairperson/Secretary.

Type: Agenda Item **Status:** General Business

File created: 3/20/2018 **In control:** Planning Commission

On agenda: 5/3/2018 **Final action:**

Title: Consider the election of Planning Commission Officer's-Chairperson and Vice Chairperson/Secretary.

Sponsors:

Indexes:

Code sections:

Attachments: [Staff Report: Election of PC Officers \(2018\)](#)

Date	Ver.	Action By	Action	Result
4/5/2018	1	Planning Commission		

Consider the election of Planning Commission Officer's-Chairperson and Vice Chairperson/Secretary.

Background Information:

See attached Staff Report.

Staff Recommendation:

Consider the election of Planning Commission Officer's-Chairperson and Vice Chairperson/Secretary.



Planning Commission Staff Report

Agenda Item # 3	Community Development Department	Date: 4/5/2018
Statement of Issue:	Consider the election of Planning Commission Officer's-Chairperson and Vice Chairperson/Secretary.	
Background:	<p>Section 30-31 of the City Code requires the Planning Commission to elect a Chairperson and a Vice Chairperson/Secretary, as well as any other officers it deems necessary.</p> <p>To date, the Planning Commission's slate of officers has consisted of a Chairperson and a Vice Chairperson/Secretary, with Commissioner Kachinske currently serving as Chairperson (2nd Term), and Commissioner Gothard currently serving as Vice Chairperson/Secretary (2nd Term).</p> <p>Per Article I, Section E(4) of the Planning Commission Bylaws, the Planning Commission may re-elect the current Chair and/or Vice-Chair/Secretary to a second term, but may only re-elect either officer to a third successive term if no other nominations are put forth.</p> <p>The Planning Commission Bylaws call for the election of officers to take place at the first meeting of the year; however, in the past several years the Planning Commission has chosen to wait until the March or April meeting.</p>	
Considerations:		
Recommendation:	After staff reads this short introduction, the Chair will request nominations for Chairperson first; it is customary to nominate one or more candidates. When all nominations have been made, then the vote is taken on each, in the order in which they were nominated, until one is elected. The nominations need not be seconded.	
Required Action:	Consider nominations to elect a Chairperson and Vice Chairperson/Secretary.	



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	18-0288	Version:	1	Name:	Consider initiating the process to review and potentially update/amend the Zoning Ordinance in Sections which pertain to maximum building height in General Business zoning districts, and required off-street parking (minimum numbers).
Type:	Agenda Item	Status:			General Business
File created:	4/27/2018	In control:			Planning Commission
On agenda:	5/3/2018	Final action:			
Title:	Consider initiating the process to review and potentially update/amend the Zoning Ordinance in Sections which pertain to maximum building height in General Business zoning districts, and required off-street parking (minimum numbers).				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Staff Report: City Text Amendment Initiation				

Date	Ver.	Action By	Action	Result
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Consider initiating the process to review and potentially update/amend the Zoning Ordinance in Sections which pertain to maximum building height in General Business zoning districts, and required off-street parking (minimum numbers).

Background Information:

See attached Staff Report.

Staff Recommendation:

Consider initiating the process to review and potentially update/amend the Zoning Ordinance in Sections which pertain to maximum building height in General Business zoning districts, and required off-street parking (minimum numbers).



Planning Commission Staff Report

Agenda Item # 3	Community Development Department	Date: 5/3/18
Statement of Issue:	Consider initiating the process to review and potentially update/amend the Zoning Ordinance in Sections which pertain to maximum building height in General Business zoning districts, and required off-street parking (minimum numbers).	
Background:	<p>During staff's preliminary discussions with various hotel developers, over the past couple of years, the topic of maximum building height and required off-street parking (number of spaces) have been an area of concern, primarily in the GB (General Business) zoning district.</p> <p>Currently, within Section 30-512 Table 2-A <i>District Development Regulations- Principal Structures</i>, and Section 30-512 Table 17C-2 <i>Minimum Setbacks/Coverage Standards Shoreland Districts</i> the maximum building height is established at <u>35 ft.</u> within the GB/SGB zoning district.</p> <p>Section 30-628 of the Zoning Ordinance establishes the minimum number of required off-street parking stalls, for the hotel, motel, tourist home use at: <i>7 (stalls) per 5 guestrooms (or a fraction thereof)</i>.</p> <p>Staff feels there is an opportunity, at a minimum, to review and potentially enhance or modernize portions of the Zoning Ordinance which better reflect today's building and land use trends. As we have mentioned in the past, when considering amendments to the Zoning Ordinance, the majority of the text in City's Zoning Ordinance dates back to 1978.</p> <p>We recommend the formation of a Planning Commission Sub-Committee (2 Commissioners) to work with staff to bring possible draft amendments to the full Planning Commission for consideration at a later date, and potentially the forwarding of a recommendation to the City Council for adoption.</p> <p>Staff has begun gathering zoning information from other communities pertaining to these areas of the ordinance, as well as drafting text amendments, as a starting point for discussions.</p>	
Considerations:		
Recommendation:	Pass a motion initiating the review and updating/amendments to the text of various sections of the Zoning Ordinance as they relate to maximum building height in general business zoning districts and minimum off-street parking numbers, and establish a Sub-committee of two Planning Commissioners to work with staff on developing amendments.	

Required Action:	
Attachments:	